

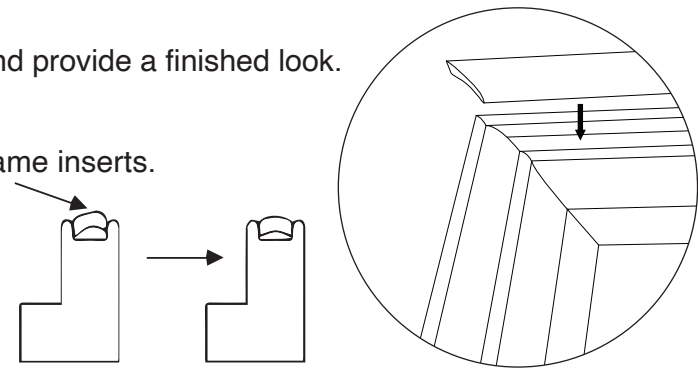
Step 5 – Add the Finishing Touch

IMPORTANT: Check shutter operation and alignment before installing frame inserts, as frame inserts can NOT be removed once they are snapped into place.

Match each frame insert with the corresponding side of the frame: Left to Left, Top to Top, Right to Right, Bottom to Bottom.

Snap inserts into place. This will cover screws and provide a finished look.

! A rubber mallet can be used to help install frame inserts.

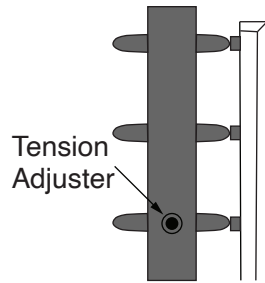


Maintain Your Shutter

Veneta™ shutters are made to resist most staining substances and may be easily cleaned by simply wiping down or dusting. For any stains or marks, a soapy water solution may be used along with a damp cloth. Open the louvers and panels, and wipe down the front and back of the shutters. You may also remove the panels from the frame and take down to clean.

Adjust the Tension System

If over a period of time the louvers on your shutters should loosen or not function properly, a built-in tension system can be adjusted. Simply open the panels fully and find the tension adjuster screw hole on the side of each panel. Use a screwdriver to gently turn the screw on each side of the panel to your desired resistance level. Repeat process for other panel(s) if necessary.



Lifetime Limited Warranty

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For a complete copy of this warranty, please visit www.venetawindowfashions.com, or contact customer service by email or phone.

Customer Service

1-855-558-1222

Email: help@venetawindowfashions.com

Website: www.venetawindowfashions.com

VENETA™

Shutters Installation Instructions
4 Sided L Frame Outside Mount

CONGRATULATIONS on purchasing the finest shutters in the market. You can take pride that your purchase will enhance the function and beauty of your home.

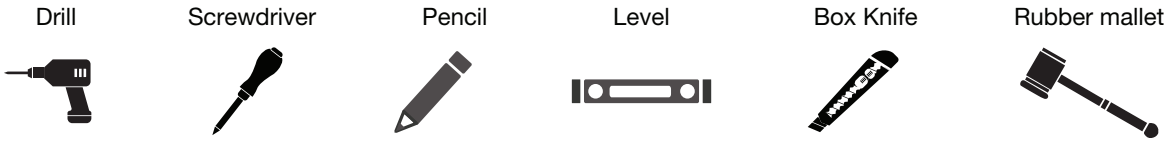
Installation Overview

- Getting Started
- Step 1: Assemble Frame
- Step 2: Level the Frame
- Step 3: Secure the Frame
- Step 4: Attach the Panels
- Step 5: Add the Finishing Touch



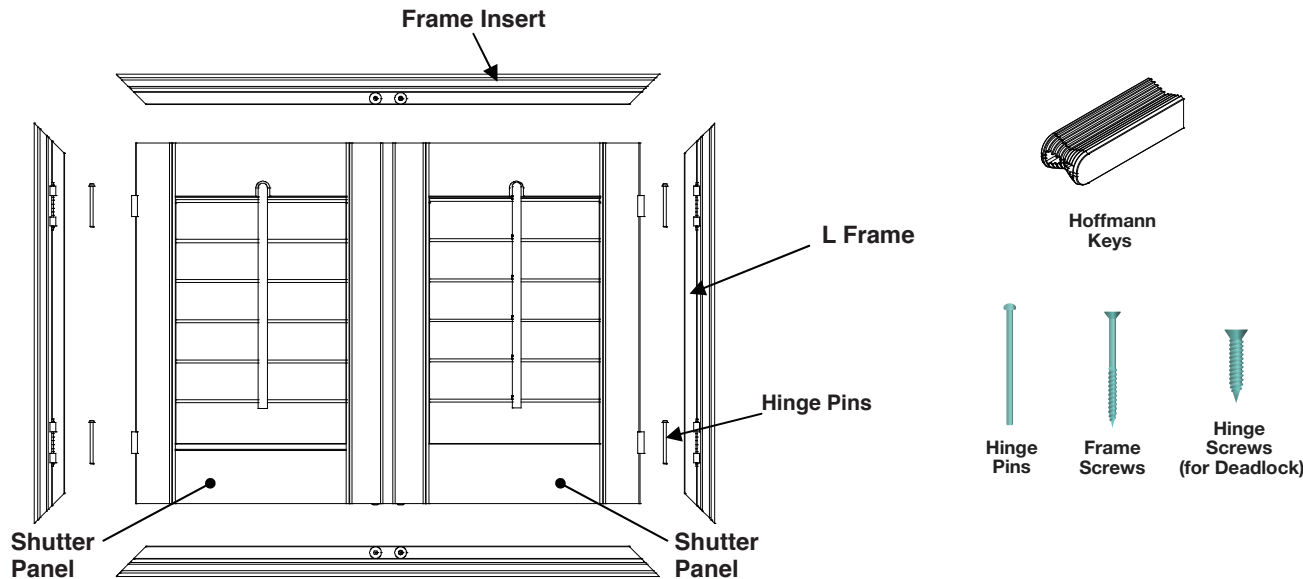
IMPORTANT: Do not mix panels or frames from other windows. Install one shutter at a time.

Tools needed for installing your shutter:



Getting Started

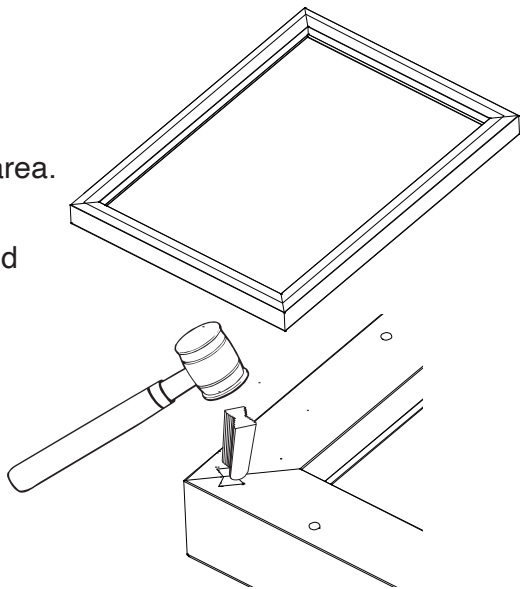
Remove the shutter from the package. Do not discard any of the packaging material until the shutter operates to your satisfaction. Check the diagram below to make sure you have the necessary parts.



Step 1 – Assemble the Frame

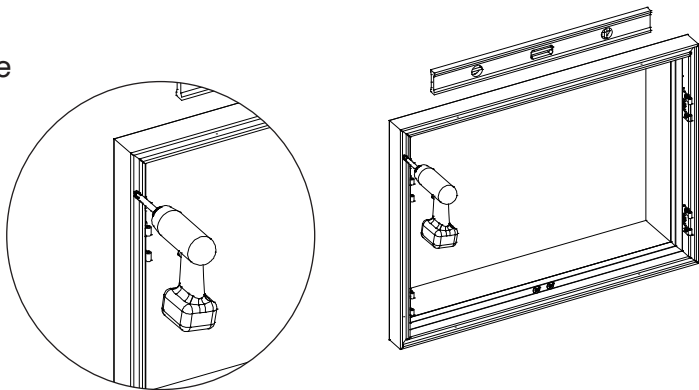
- 1. Carefully remove panels and frames from the packaging. All frame parts are labeled (top, bottom, left, and right).
- 2. Remove frame inserts and place them away from the installation area.
- 3. Set all frames on a flat surface. Position each side of the frame and line up the Hoffmann Key slot. Insert the Hoffmann Key into each slot at the back of the frame. Use a rubber mallet if necessary.

⚠ The Hoffmann Key has a rounded side and a flat side. The rounded side should be inserted in slot first.



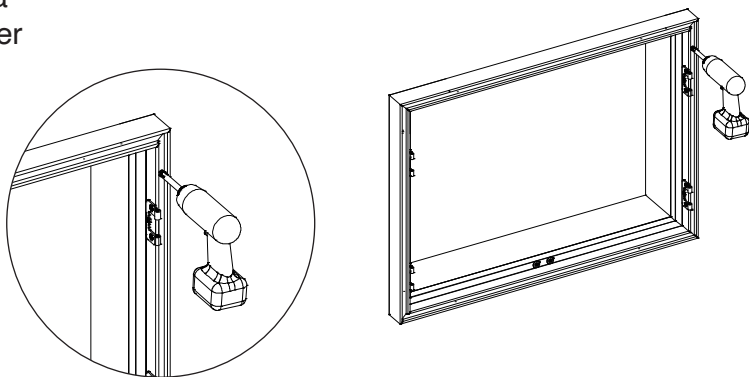
Step 2 – Level the Frame

- 1. Position the assembled frame evenly around the window opening and secure with a screw into the upper left frame ONLY.



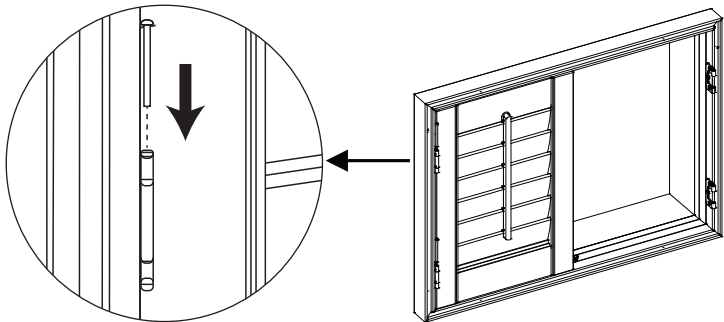
Step 3 – Secure the Frame

- 1. Once the left side is secured, level the frame on the window and secure with a screw into the upper right frame. Shutter will be fully secured in later steps.

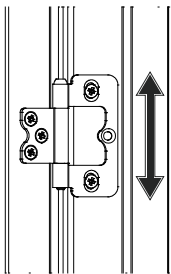


Step 4 – Attach the Panels

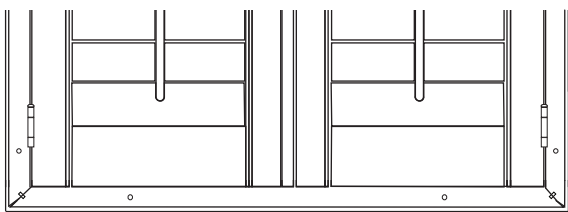
- 1. Place the left shutter panel in the frame, align the hinges, and insert the hinge pin. Repeat for the right shutter panel.



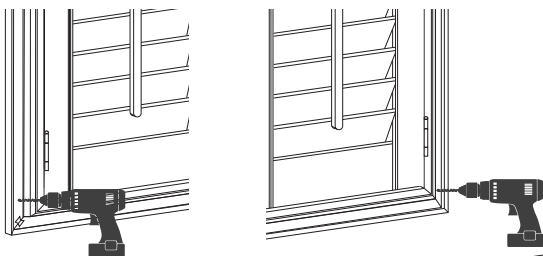
- 2. If panel hinges are not aligned with frame hinges properly, then frame hinges can be adjusted.



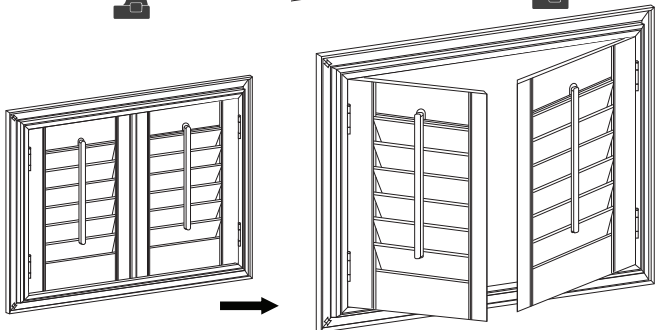
- 3. Please check the gap between panel and frame at the top and bottom. The gap should be even; if not, then shift frame left to right until the gap is even.



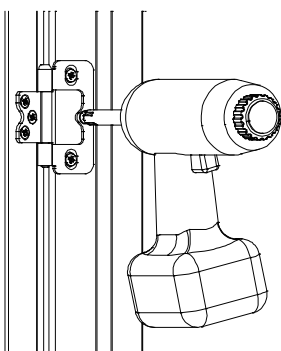
- 4. Once even, secure a screw at the bottom of the left frame and right frame.



- 5. Open and close panels to make sure panels operate properly. Secure the frame with screws through the rest of the holes.



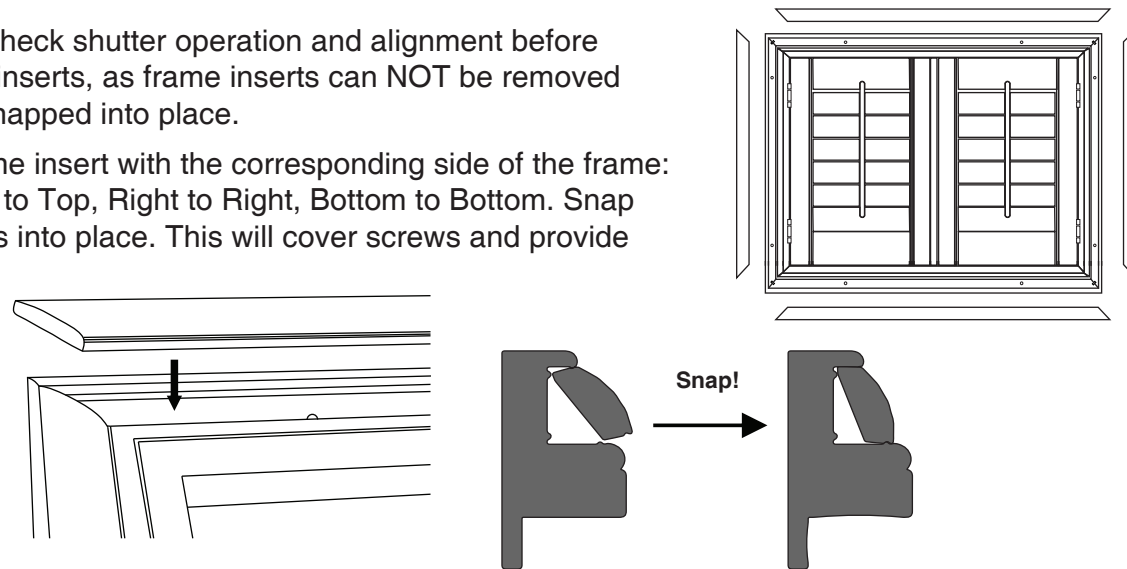
- 6. Fasten the deadlock screw for all hinges.



Step 5 – Add the Finishing Touch

IMPORTANT: Check shutter operation and alignment before installing frame inserts, as frame inserts can NOT be removed once they are snapped into place.

Match each frame insert with the corresponding side of the frame: Left to Left, Top to Top, Right to Right, Bottom to Bottom. Snap the frame inserts into place. This will cover screws and provide a finished look.

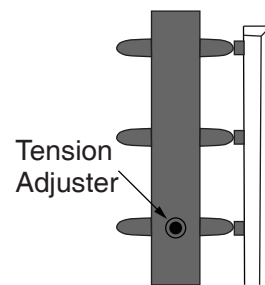


Maintain Your Shutters

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Adjust the Tension System

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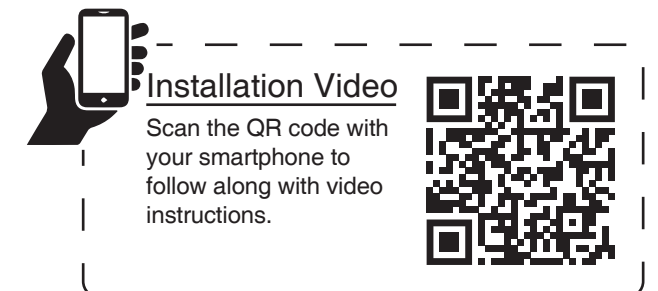
VENETA™

Shutters Installation Instructions 4 Sided Deco Frame

CONGRATULATIONS on purchasing the finest shutters in the market. You can take pride that your purchase will enhance the function and beauty of your home.

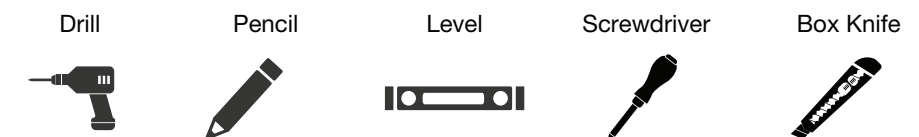
Installation Overview

- Getting Started
- Step 1: Assemble the Frame
- Step 2: Level the Frame
- Step 3: Secure the Frame
- Step 4: Attach the Panels
- Step 5: Add the Finishing Touch



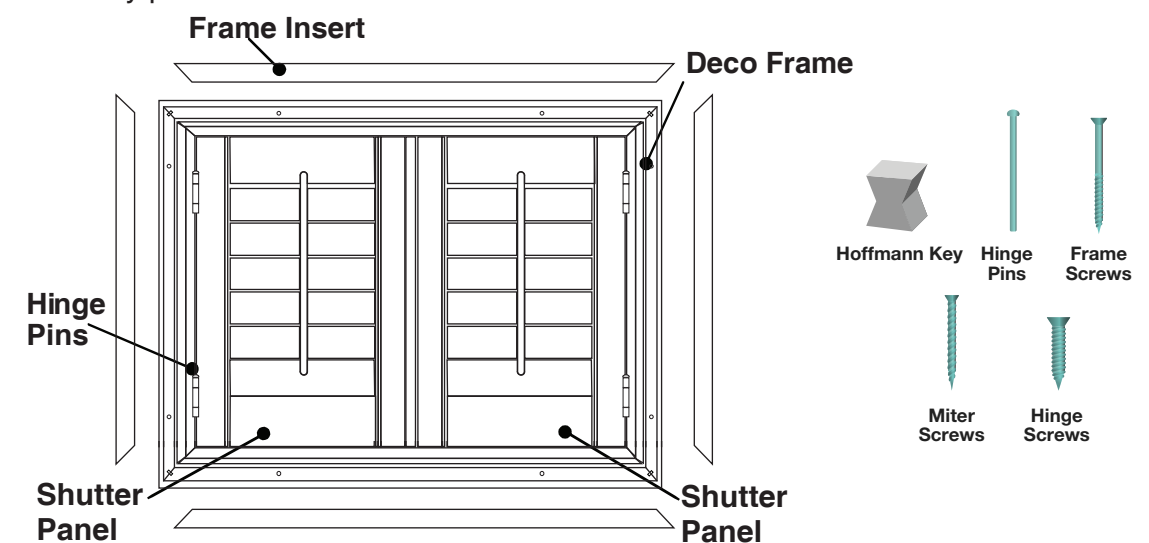
IMPORTANT: Do not mix panels or frames from other windows. Install one shutter at a time.

Tools needed for installing your shutter:



Getting Started

Remove the shutter from the package. Do not discard any of the packaging material until the shutter operates to your satisfaction. Check the diagram below to make sure you have the necessary parts.



Step 1 – Assemble the Frame

1. Carefully remove panels and frames from the packaging. All frame parts are labeled (top, bottom, left, and right).

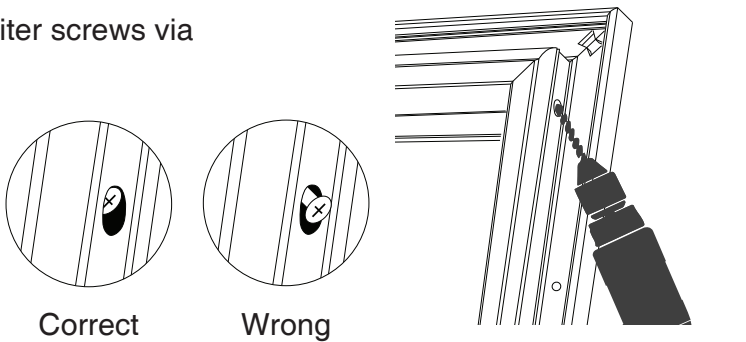
2. Remove frame inserts and keep away from panels and frames until later steps.

3. Set all frames on a flat surface. Line up frame corners so that a slot for a Hoffmann key is formed. Insert the Hoffmann key into the slot. Repeat this step for remaining corners to complete the frame assembly.

⚠ The Hoffmann key has a rounded side and a flat side. The rounded side should be inserted into the slot first. The flat side should be flush with the frame.

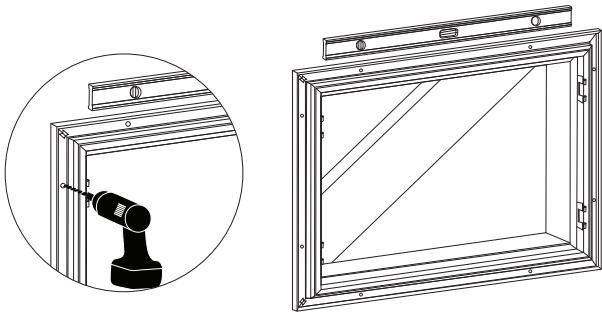
4. Finish by securing the corner with the included miter screws via the pre-drilled hole.

⚠ Once secured properly, screw heads should not stick out from the frame.



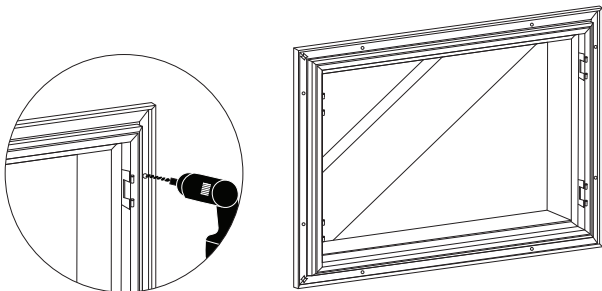
Step 2 – Level the Frame

Position the assembled frame evenly around the window opening against the window edges. Then secure one screw into the upper left frame ONLY. Once done, level the frame on the window.



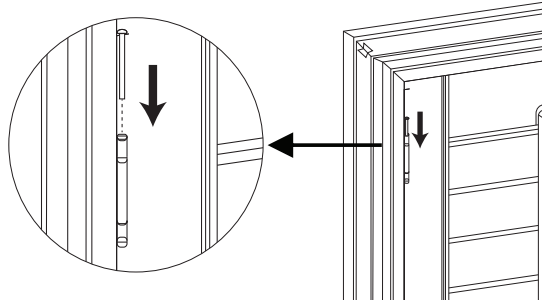
Step 3 – Secure the Frame

To keep the frame level, tighten one screw into the upper right frame. The shutters will be fully secured in later steps.

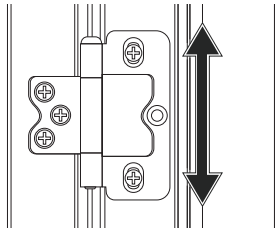


Step 4 – Attach the Panels

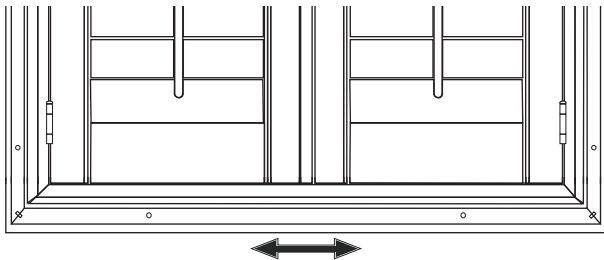
1. Place the left shutter panel into the frame, align the hinges, and insert the hinge pin. Repeat for the right shutter panel.



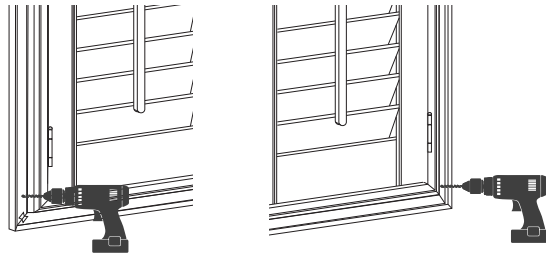
2. If panel hinges are not aligned with frame hinges properly, then frame hinges can be adjusted.



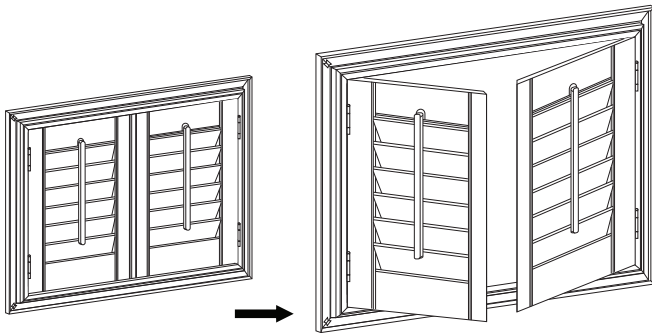
3. Please check the gap between panel and frame at the top and bottom. The gap should be even; if not, then shift frame left to right until the gap is even.



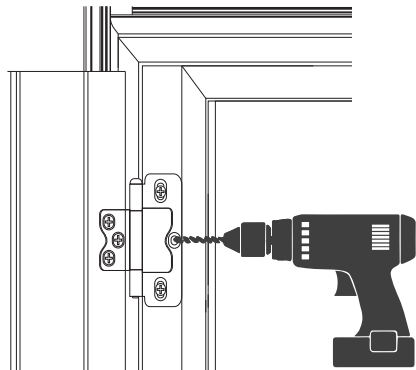
4. Once even, secure a screw at the bottom of the left frame and right frame.



5. Open and close the panels to make sure they operate properly. Then secure the frame by tightening the rest of the screws into the frame.



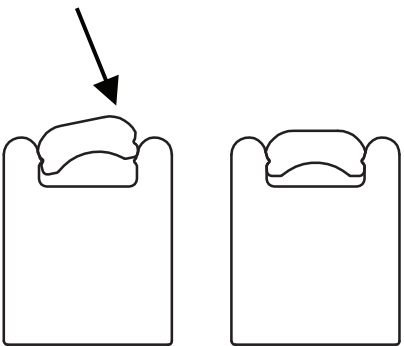
6. Fasten all the hinges by tightening the deadlock screw for each.



Step 5 – Add the Finishing Touch

1. Match each filler strip with the corresponding side of the shutter frame: Left to Left and Right to Right. Snap each strip into place. This will cover screws and provide a finished look.

Tip: A rubber mallet can be used to help install filler strips.

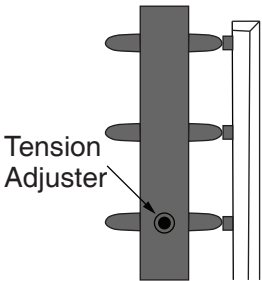


Maintaining Your Shutter

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Adjusting Tension System

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VENETA™

Shutters Installation Instructions
Hang Strip Flush Mount

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INSTALLATION OVERVIEW

- Getting Started
- Step 1: Attach Hang Strip
- Step 2: Attach the Panels
- Step 3: Make Adjustments
- Step 4: Secure the Light Block
- Stop 5: Add the Finishing Touch



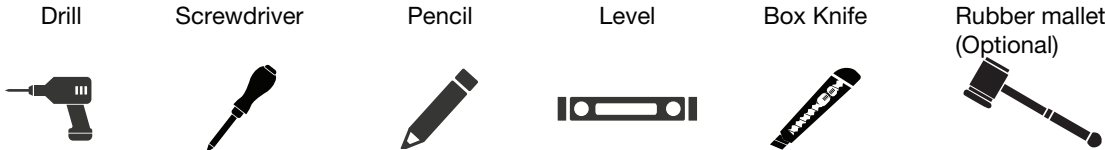
Installation Video

Scan the QR code with your smartphone to follow along with video instructions.



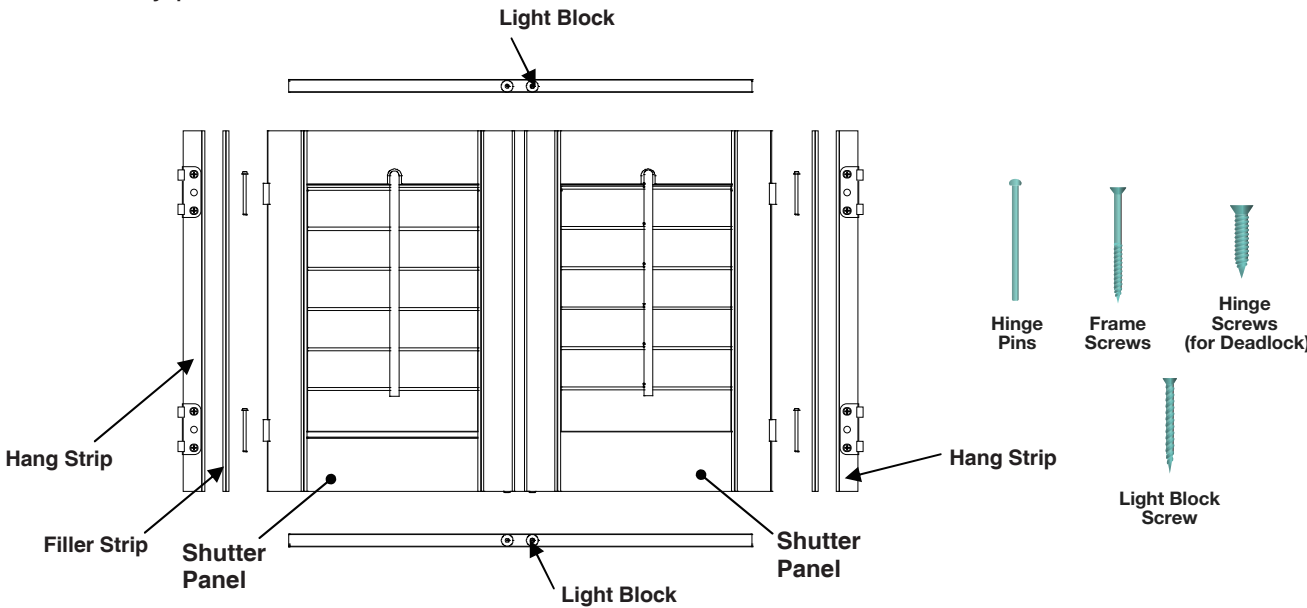
IMPORTANT: Do not mix panels or frames from other windows. Install one shutter at a time.

Tools needed for installing your shutter:



Getting Started

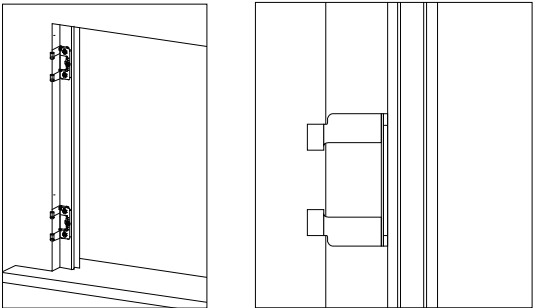
Remove the shutters from the package. Do not discard any of the packaging material until the shutters operate to your satisfaction. Check the diagram below to make sure you have the necessary parts.



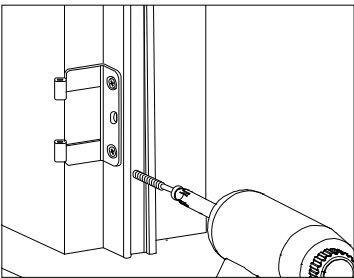
Step 1 – Attach Hang Strip

1. Place left hang strip along the inside left window jamb.

Tip: For flush panel installation, line the back side of the hinge barrel with the wall surface.

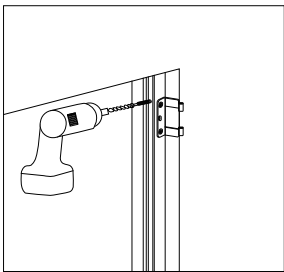


2. With the hang strip properly positioned in the opening, insert screw in top pre-drilled hole to attach the left frame to the jamb. Make sure the hinge barrel is positioned correctly before securing screw.



REPEAT for bottom pre-drilled hole. (Refer to tip above for flush panel installation.) Secure the frame with screws into the remaining pre-drilled holes.

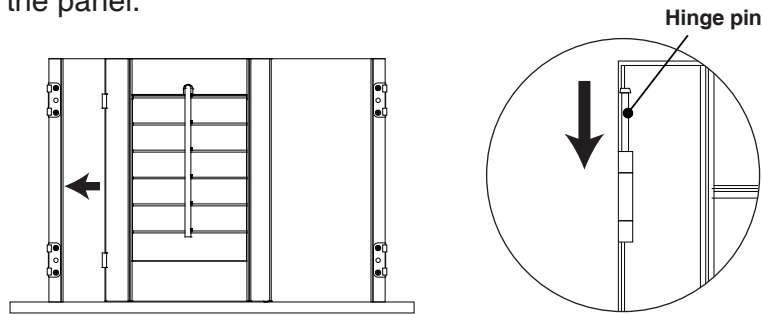
3. Repeat for the right frame.



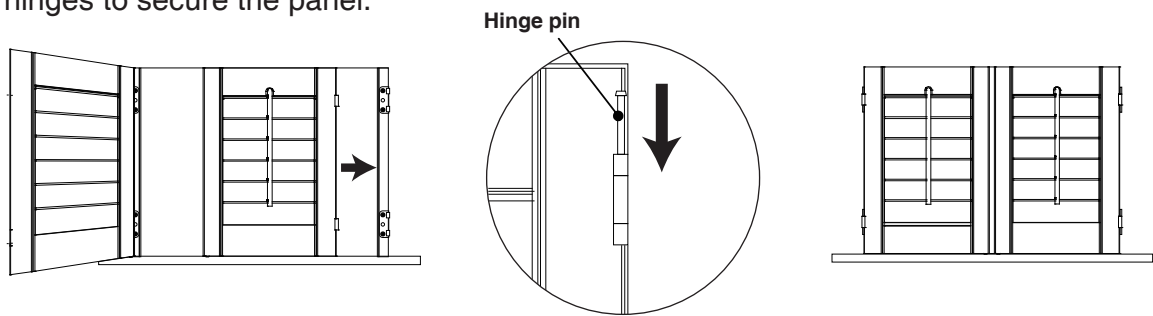
Step 2 – Attach the Panels

⚠ Before attaching the shutter panels, please make sure that the tilt bar notch is at the top of the window if the shutters operate with a tilt bar.

1. With both hang strips installed, place the left shutter panel into the window opening and slide into position. Once the panel is aligned with frame hinges, insert hinge pins into hinges to secure the panel.



2. With all hinge pins installed, open the left panel and place the right shutter panel into the window opening and slide into position. Once the panel is aligned with the frame hinges, insert hinge pins into hinges to secure the panel.

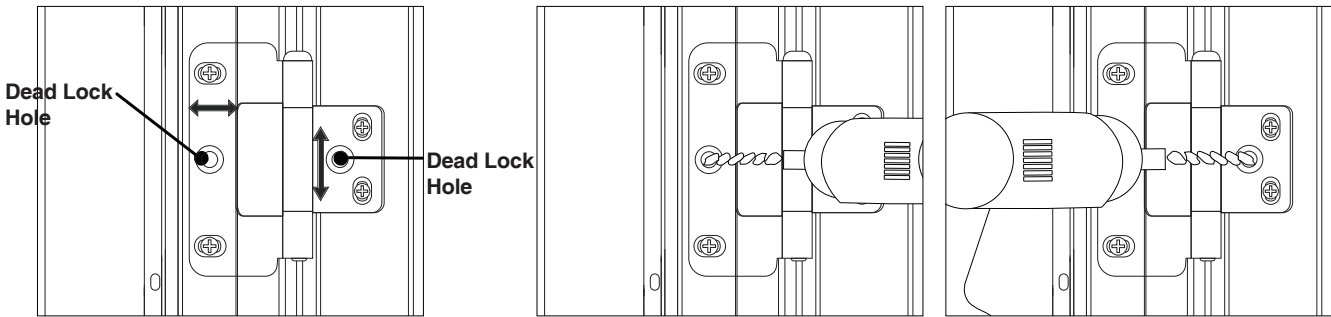


3. If you have bi-fold panels, after attaching the far left and far right panels in the previous steps (1 & 2), you will need to join the hinges of the panels labeled P1 and P2 and insert hinge pins. Repeat for panels labeled P3 and P4. Proper order of panels from left to right is P1, P2, P3, and P4. Tip: If you should have any difficulty inserting the pin into the hinges, slightly loosen the hinge screws on the hang strip and move back or forth until the hinge pin slides into position. Then re-tighten the hinge screws on the hang strip.

Step 3 – Make Adjustments

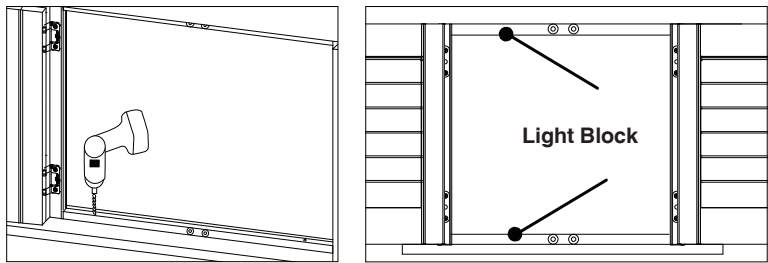
1. Check gaps between panels and around the window opening; move the hinges left or right to adjust gap between panel/panel & panel/window opening in left and right. Slightly loosen the hinge screws on the panel and move the panel up or down to adjust a gap at the top and bottom.

⚠ Re-tighten the screws after finishing the adjustment. Secure the deadlock screws (3/4") through the deadlock holes on hinges.



Step 4 – Secure the Light Block

1. Open shutter panels and position the light block evenly on the window sill, positioning it flush with the front of the left and right hang strips. Make sure magnets on panels will latch onto the magnet catches on the light blocks. Repeat for the top light block.
2. When proper alignment is achieved, secure the top and bottom light blocks with the light block screws provided through each pre-drilled hole.



IMPORTANT: Check shutter operation and alignment before installing filler strips, as filler strips can NOT be removed once they are snapped into place.